

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	251917
Site Address:	9 Lance Way, Arborfield, Wokingham, RG2 9YY
Expiry Date:	4 October 2025
Site Visit Date:	20 August 2025
Proposal: Householder application for the proposed loft Conversion and side dormer, loft rear window, 3 no. roof lights, including internal alterations.	

PLANNING POLICY

National Policy	National Planning Policy Framework (NPPF) National Planning Policy Guidance (NPPG)
Core Strategy (CS)	CP1 – Sustainable Development CP3 – General Principles for Development CP7 – Biodiversity CP9 – Scale and Location of Development Proposals
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits CC03 – Green Infrastructure, Trees and Landscaping CC04 – Sustainable Design and Construction CC07 – Parking TB23 – Biodiversity and Development
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List Sustainable Design and Construction Supplementary Planning Document Arborfield Garrison SDL SPD Arborfield and Newland Village Design Statement Arborfield and Barkham Neighbourhood Plan

PLANNING HISTORY

Application No.	Description	Decision & Date
N/A	N/A	N/A

CONSULTATION RESPONSES

Internal

WBC Drainage – No objection
WBC Highways – No objection subject to condition
WBC Landscape and Trees – No objection

External

None

REPRESENTATIONS

Parish/Town Council	No comments
Ward Member(s)	No comments received
Neighbours	No comments received

APPRAISAL

Description of Development:

This application seeks permission to convert the existing loft space, and this will be facilitated by the insertion of a flat roof dormer to the side elevation and 3 no. rooflights to the opposing side elevation, plus the insertion of a rear window at second floor level.

Principle of Development:

The National Planning Policy Framework has an underlying presumption in favour of sustainable development which is carried through to the local Development Plan. The Managing Development Delivery Local Plan Policy CC01 states that planning applications that accord with the policies in the Development Plan for Wokingham Borough will be approved without delay, unless material considerations indicate otherwise.

The site is located within settlement limits and as such the development should be acceptable providing that it complies with the principles stated in the Core Strategy. Policy CP3 of the Core Strategy states that development must be appropriate in terms of its scale of activity, mass, layout, built form, height, materials and character to the area in which it is located and must be of high quality design without detriment to the amenities of adjoining land uses and occupiers.

Character of the Area:

The proposed loft conversion would be facilitated through the insertion of 1 no. flat roof dormer to the side elevation and 3 no. rooflights to the opposing side elevation. The dormer is located within the main roof where it is set back from the eaves line and side of the roof, additionally the height of the dormer does not exceed the height of the ridgeline of the main roof. The dormer is well contained within the roof, and this ensures that it would appear as a subservient feature on the roof. Rooflights are typical features on dwellings, and it is not deemed that these, or the proposed new rear window would significantly alter the appearance of the dwelling. Overall, the proposed loft conversion poses no harm to the character of the area.

Neighbouring Amenity:

The proposed dormer is well contained within the loft space and therefore it is not deemed that it would introduce any overbearing impacts or cause a loss of light to the neighbouring property. In terms of overlooking the dormer serves a stairwell, which is not a habitable room, and therefore it is not deemed that there are any overlooking concerns in relation to the dormer window. The three rooflights proposed are aligned with the front of no. 4 Crusader Close and the garage, it is therefore not deemed that these rooflights would introduce any significant overlooking concerns. The proposed second floor rear window is located approximately 11.5 metres from the rear boundary. Additionally, there is a TPO tree located on this boundary which provides adequate screening of views towards the rear garden of no. 23 Tope Road. It is therefore not

considered that the rear window would raise any significant overlooking concerns. Overall, the proposed loft conversion poses no harm to neighbouring amenities.

Residential Amenity Space:

The proposed loft conversion would not impact upon the usability of the site's rear amenity space for current and future occupiers.

Conclusion:

For the reasons stated above, the proposal is acceptable in local plan policy terms and therefore is recommended for approval.

The Public Sector Equality Duty (Equality Act 2010):

In determining this application the Council is required to have due regard to its obligations under the Equality Act 2010. The key equalities protected characteristics include age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation. There is no indication or evidence (including from consultation on the application) that persons with protected characteristics as identified by the Act have or will have different needs, experiences, issues and priorities in relation to this particular planning application and there would be no significant adverse impacts as a result of the development.

Community Infrastructure Levy (CIL):

When planning permission is granted for a development that is CIL liable, the Council will issue a liability notice as soon as practicable after the day on which the planning permission first permits development. Completing the assumption of liability notice is a statutory requirement to be completed for all CIL liable applications.

RECOMMENDATION	
Conditions agreed:	Not required
Recommendation:	Approve
Date:	2 October 2025
Earliest date for decision:	2 September 2025

Recommendation agreed by: (Authorised Officer)	
Date:	02/10/25

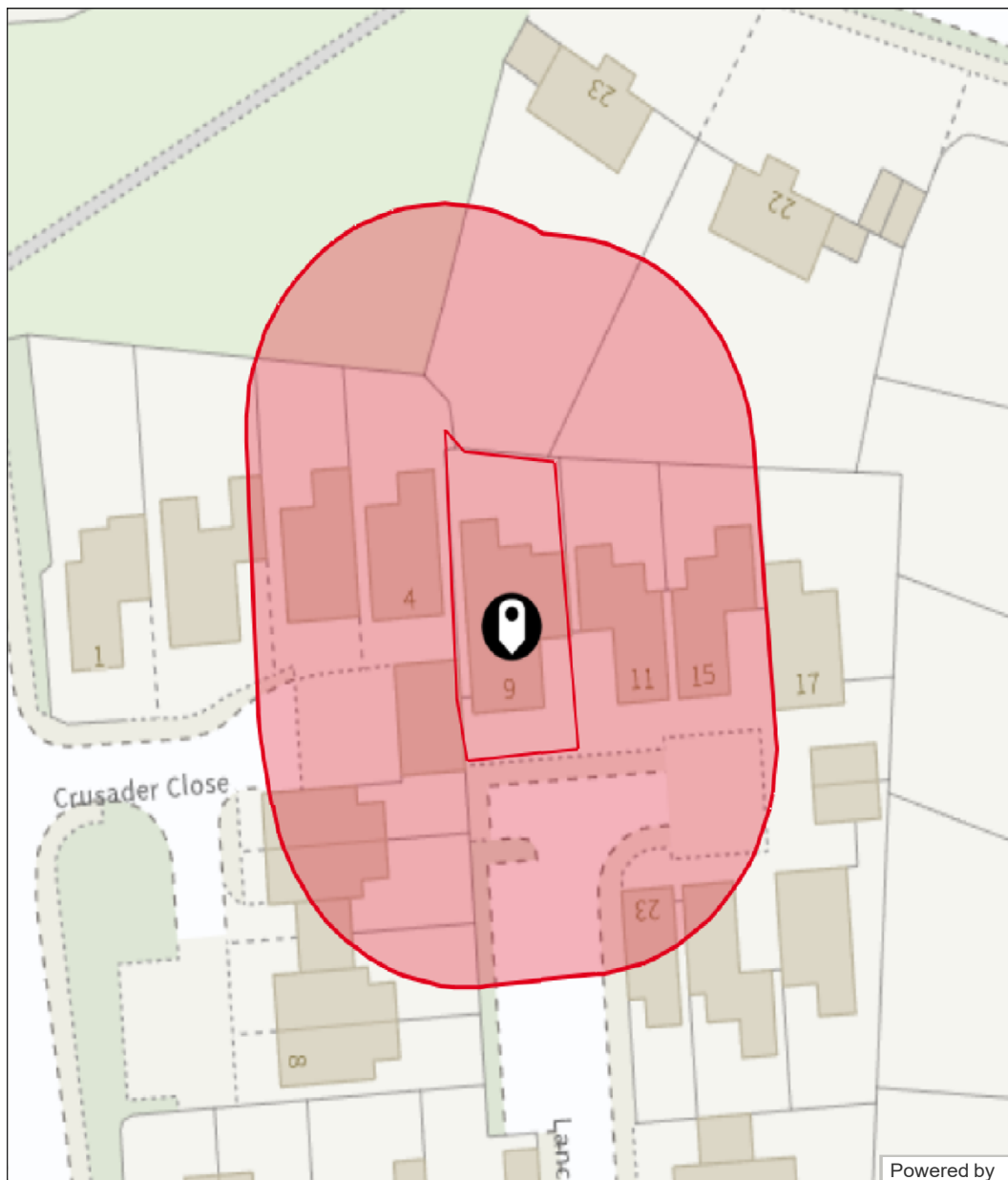
PLANNING CONSTRAINTS/STATUS

Near Me Report

Area of Interest (AOI) Information

Area: 3,112.75 m²

Date: Mon Aug 11 2025 10:17:31 GMT+0100 (British Summer Time)



Heritage & Conservation

Archaeological Sites
Consultation Zone



Conservation Areas



Listed Buildings

Affordable Housing Thresholds | Total count: 1

#	NAME
1	Within Arborfield Garrison Strategic Development Location

Scale and Location of Development Proposals | Total count: 1

#	FEATURE_TYPE	NAME
1	Modest Development Locations	Arborfield Garrison

Strategic Development Locations | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME
1	Strategic Development Location	Arborfield Garrison

Thames Basin Heath SPA Mitigation Zones | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME
1	Special Protection Area Linear Mitigation Zone	5km Linear Mitigation Zone

Major Nuclear Sites Consultation Zone | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	PLANNING_NOTE
1	Consultation Zone - Major Nuclear Site	AWE: 12km Zone	This is the 12km Zone. A circular zone of 12km radius around all nuclear sites, for certain types of significant development due to the potential for such developments to pose an external hazard to sites.

Aerodrome Safeguarding: Farnborough Consultation Zone | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	CONSULT_WHEN
1	Aerodrome Safeguarding: Farnborough Consultation Zone	Consultation zone 3	All buildings, structures, etc. Exceeding 90m

Aerodrome Safeguarding: Heathrow Consultation Zone | Total count: 1

#	Height Band	Wind Turbine	Aviation
1	All works exceeding 150 metres (492.1 feet)	NO	YES

Risk of Flooding from Surface Water | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME
1	Environment Agency Surface Water Flood Zones	1 in 1000 year risk extent

Bat Roost Habitat Suitability | Total count: 2

#	FEATURE_TYPE	FEATURE_NAME	CONSULT
1	Bat survey required for planning applications that involve roof modification or demolition.	PY1026	Ecology Officer, Green Infrastructure Team
2	Bat survey required for planning applications that involve roof modification or demolition.	PY1027	Ecology Officer, Green Infrastructure Team

Great Crested Newt Impact Risk Zones | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	CONSULT
1	Great Crested Newt Impact Risk Zone	Green	Consult NatureSpace for Major developments only

SSSI Impact Risk Zones | Total count: 1

#	IRZURL
1	https://irz.geodata.org.uk/IRZ/step2.html?irzcode=0121000322302-es=11401&location=477179,164550%20(IRZ%20polygon%20centre)

Potentially Contaminated Land Zones | Total count: 1

#	FEATURE_TYPE	OBJECTID
1	Potentially Contaminated Land Consultation Zone	1

Landscape Character Assessment 2019 | Total count: 1

#	FEATURE_TYPE	Name
1	Landscape Character Assessment 2019	Arborfield Cross and Barkham Settled and Farmed Clay

Tree Preservation Orders Served or Confirmed | Total count: 1

#	TPO_REFERENCE	TPO_TYPE	RECORD_STATUS
1	TPO-1807-2021	Single	Confirmed

Wards | Total count: 1

#	NAME	Closest Approximate Distance
1	Barkham & Arborfield Ward	0 m

Parishes | Total count: 1

#	NAME	Closest Approximate Distance
1	Barkham CP	0 m